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| **Position # 630044, 630085, 630086, 630087, 630088** | **Position NAmE: Social Worker /IAT** | **Department:**  **Human Services Agency** |
| **Hiring Salary Range:** $47391-71087 | | **Pay Grade: 71, Non-Exempt** |
| **Work Schedule/Requirements:**  Generally Monday – Friday 8am to 5pm –rotates on-call | | |
| **Primary job function and duties:** This position is an advanced level of casework providing protective, investigative and case management services for children who are at risk for neglect and or abuse. Work involves investigation of alleged neglect and abuse, substantiation of the alleged neglect or abuse as prescribed by federal and state guidelines, providing expert testimony in court and following-up with case management and preventative services for families and children. Must be able to interpret and apply Federal and State Law and North Carolina Child Welfare Policies while performing job duties. Social workers in this position are responsible for identifying risk to children and working to rectify those risks by completing services plans and referring families to needed services delivered by multiple providers. Social worker is responsible for monitoring the quality of services and the family’s progress toward completion of goals based on assessment. Social worker is also responsible for documentation of interactions with family, collaterals and other identified family supports as well as on-going consultation with supervisor and agency attorney. This position must be able to prioritize work tasks in order to ensure the safety of clients while meeting agency and state timeliness guidelines. This position is responsible for taking CPS reports, and assisting with the screening process and rotates on-call duties for after-hours emergencies. This position will provide assistance as needed with Foster Care transportation and supervising visits. Perform other duties as assigned.  **Supervised by:** Social Work Supervisor III  **Minimum Qualifications:**   * *Education and Experience –* Bachelor’s Degree in Social Work or related Human Service fieldplus one year experience in social work; Bachelor’s degree plus two years’ experience in social work. * *Valid Driver’s License* * *Interpersonal Skills –* Must be able to communicate effectively with people of varying backgrounds, and establish working relationships with supervisors, the public, as well as other employees. Must be able to work independently, prioritize tasks, organize work and ensure deadlines are met. * *Physical Demands –* able to set for extended periods of time, viewing a computer monitor/using a keyboard and mouse, walking, standing, bending, stooping and occasionally lifting up to 25 pounds. Must also be able to drive a vehicle and make home visits to client’s homes. Must be able to transport Children and install car seats. * *Computer Skills;* including Microsoft Office software package, as well as the ability to operate copier and FAX machine. | | |
| **Special Notes Concerning This Position:**   * The duties of this position may also include assistance with sheltering operations and working medication clinics during natural disasters and Public Health emergencies. * A background check, drug screen and motor vehicle report will be required prior to hire. * Child Welfare in NC: Pre-Services Curriculum for New Workers must be completed within 90 days. * ICS Trainings (100, 200, 700 and 800) must be completed within 90 days. | | |

Employee Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_